

**MONROE TOWNSHIP SCHOOL DISTRICT
MIDDLESEX COUNTY, NEW JERSEY**

**ADVERTISEMENT FOR REQUEST FOR PROPOSALS (RFP)
FOR AUDITING SERVICES**

Public notice is hereby given that proposals will be received by the Monroe Township Board of Education at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, for the procurement of AUDITING SERVICES as hereinafter indicated. No proposals shall be received after the date and hour designated, nor may proposals be modified or withdrawn after this time. The contract, if awarded, shall be awarded to the Auditor who submits a response, which is deemed to provide for the highest quality of service at a fair and competitive price, which is most advantageous to the Board, price and other factors considered, for auditing services in connection with the Board's fiscal year July 1, 2020 through June 30, 2021.

All proposals will be publicly opened at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, on **Thursday, June 24, 2021 at 10:00 AM (Prevailing Time)**. All interested persons are invited to be present for the opening and may, at that time, examine the proposals. All proposals will be tabulated and action on award of proposal may be taken by the Monroe Township Board of Education at their next public meeting.

Specifications may be obtained at the Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, or by calling 732-521-1500 weekdays between 8:00 AM and 4:00 PM, except holidays.

No proposals will be accepted that do not conform to the specifications. Proposals must be submitted on the forms provided, sealed in an envelope clearly marked on the outside as to the date due, contract being proposed, name and address of the respondent and delivered to the Monroe Township Board of Education's Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, not later than the date and hour designated in this advertisement.

No oral or other communications during the request for proposal process shall bind the Board except as shall be contained in a written Addendum which the Board may, in its sole discretion, issue in accordance with Applicable Law.

The procedures developed for the award of the contract constitute a "fair and open" process pursuant to N.J.S.A. 19:44A-20.7. Respondents are put on notice that they will be required to comply with the statutes of the State of New Jersey set forth below, as they may apply to individual proposals and any contract award made. The provisions of these statutes shall become part of any arrangement entered into between the Monroe Township Board of Education and a successful respondent and said provisions shall be deemed to have been set forth at length in the contract whether specifically set forth at length or not.

Respondents are required to comply with all applicable New Jersey law, including, without limitation, the affirmative action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.; the "Truth in Contracting" requirements of P.L. 1999, c. 440; the business registration certificate requirements of P.L. 2004, c. 57; and other statutes and regulations, all as and to the

extent applicable and whether or not said laws and requirements are specifically referenced in the specifications.

It is the sole responsibility of the respondent to ensure timely receipt of its proposal by the Board at the place designated for opening of proposals. The Board assumes no responsibility whatsoever in connection with any defects arising out of the issuance of the specifications or its failure to receive proposals at the time and place required and those which may arise from delay for any reason in obtaining the specifications or in the submission of a proposal, including, but not limited to, delays or failures of receipt caused by traffic delay, errors by messengers, mis-labeling, mis-direction from any source including by the Board's personnel, mis-delivery by common carrier, or any other reason.

When it is in its best interest to do so and to the maximum extent of its discretion under applicable law, the Board may award the contract in whole or in part, select any combination of proposals and alternates, may waive any informalities, and may reject any or all proposals.

MONROE TOWNSHIP BOARD OF EDUCATION
MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.
Business Administrator/Board Secretary
Dated: May 24, 2021

APPROVED SUPERVISOR _____

APPROVED PRINCIPAL _____

APPROVED SUPERINTENDENT _____

QUOTE(S) ATTACHED

COOPERATIVE BID

BID _____

STATE CONTRACT # _____

BD APPROVAL DATE _____

ACCOUNT NUMBER	AMOUNT
11-000-230-590-098	\$200.00

PURCHASE ORDER

MONROE TOWNSHIP BOARD OF EDUCATION

423 BUCKELEW AVENUE • MONROE TOWNSHIP, N.J. 08831 • (732) 521-1500

ALL INVOICES AND AFFIDAVITS MUST BE SENT TO THE ABOVE ADDRESS REGARDLESS OF SHIPPING POINT (SEE BELOW)

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES AND DELIVERY PAPERS → **21-4327**

DEPARTMENT: **Business Office** P.O. DATE: **05.17.21**

REQUISITIONED BY: **Michael C. Gorski**

THE HOME NEWS TRIBUNE

**P.O. BOX 787
NEPTUNE, NJ 07754
ATTN: LEGAL ADS**

V
E
N
D
O
R

**TAX EXEMPT CERTIFICATE NUMBER 22-6002091
PURCHASER IS EXEMPT BY STATE STATUTE FROM ALL
FEDERAL, STATE, AND LOCAL EXCISE AND SALES TAXES.**

Reviewed (Bus. Office) _____

QUANTITY	PLEASE FURNISH THE FOLLOWING ITEMS	UNIT PRICE	AMOUNT
	<p>Please advertise the attached Public Notice on May 24, 2021</p> <p>(Advertisement for RFP for Auditing Services)</p> <p>Please provide 1 affidavit</p> <p>Account # ASB-073606</p> <p>(EMAILED)</p>		\$200.00

SHIP TO THE ATTENTION OF: →

Nancy Tagliaferro

TOTAL →

\$200.00

- APPLEGARTH ELEMENTARY SCHOOL • 227 APPLEGARTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 609-655-0604
- BARCLAY BROOK SCHOOL • 358 BUCKELEW AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-521-1000
- BROOKSIDE SCHOOL • 370 BUCKELEW AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-521-1101
- MILL LAKE SCHOOL • 115 MONMOUTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-251-5336 ANNEX
- OAK TREE SCHOOL • 226 APPLEGARTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 609-655-7642
- WOODLAND SCHOOL • 42 HARRISON AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-251-1177
- MONROE TOWNSHIP HIGH SCHOOL • 200 SCHOOLHOUSE ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-521-2882
- MONROE TOWNSHIP MIDDLE SCHOOL • 1629 PERRINEVILLE ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-521-6042
- MONROE TOWNSHIP BD OF ED ADMINISTRATIVE • 423 BUCKELEW AVE. • MONROE TWP., N.J. 08831 • 732-521-1500 TRANSPORTATION
- MONROE TOWNSHIP BD OF ED • 239 PROSPECT PLAINS ROAD • SUITE C203 • 2ND FLOOR • MONROE TWP., N.J. 08831 • 609-642-6128

NOTICE TO VENDOR

- DO NOT SHIP COLLECT. PREPAY TRANSPORTATION CHARGES.
- DELIVERIES ARE TO BE MADE BETWEEN 8:30 A.M. AND 4:30 P.M. ON SCHOOL DAYS. SPECIAL DELIVERIES PLEASE CALL AHEAD.
- THE RIGHT IS RESERVED TO CANCEL THIS ORDER AT ANY TIME. ALL UNDELIVERED ITEMS ARE TO BE AUTOMATICALLY CANCELLED AFTER 90 DAYS.
- ALL GOODS RECEIVED WITH SUBSEQUENT PRIVILEGE TO INSPECT AND RETURN AT VENDOR'S EXPENSE IF DEFECTIVE OR NOT IN COMPLIANCE WITH OUR SPECIFICATIONS.
- ENCLOSE A PACKING SLIP WITH EACH SHIPMENT.
- EACH PURCHASE ORDER NUMBER MUST BE INVOICED SEPARATELY.
- PLEASE SIGN BLUE AFFIDAVIT AND RETURN WITH INVOICE.

NO ORDER IS VALID UNLESS SIGNED BY SCHOOL BUSINESS ADMINISTRATOR.

BY _____
SCHOOL BUSINESS ADMINISTRATOR

Nancy Tagliaferro

From: Nancy Tagliaferro
Sent: Tuesday, May 18, 2021 2:11 PM
To: LEGALS, HNT (HNTLEGALS@gannett.com)
Cc: Laura Allen; Michael Gorski
Subject: Advertisement
Attachments: Auditing Services - Advertisement 21.22 sy May 12, 2021.docx; HNT 21-4327 RFP advertising.pdf

Good afternoon,
Attached please find a purchase order and public notice for advertisement.

- Request for Proposal for Auditing Services
- **Please publish** one time only: **May 24, 2021**

Please reference purchase order #: 21-4327
Please provide 1 affidavit

Account# ASB-073606 0

Upon receipt, please confirm that you have received this email and the request has been processed.

If you have any questions, please give me a call

Nancy Tagliaferro
Secretary to the Business Administrator/ Board Secretary
Monroe Township Schools
Office of Business Administration
423 Buckelew Avenue
Monroe Township, NJ 08831
(732) 521-1500 ext. 5205

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$76.54 Affidavit \$35.00

**STATE OF WISCONSIN
Brown County**

Personally appeared *Kathleen Allen* at County of Brown, State of Wisconsin.

Of the **Home News Tribune**, newspaper printed in Freehold, New Jersey and published in East Brunswick, in State of New Jersey and County of Middlesex, and of general circulation in Middlesex County, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

05/24/2021 A.D 2021

Nancy Heyrman
Notary Public State of Wisconsin County of Brown

5.19.23
My commission expires

NANCY HEYRMAN
Notary Public
State of Wisconsin

MONROE TOWNSHIP SCHOOL DISTRICT
MIDDLESEX COUNTY, NEW JERSEYADVERTISEMENT FOR REQUEST FOR PROPOSALS (RFP)
FOR AUDITING SERVICES

Public notice is hereby given that proposals will be received by the Monroe Township Board of Education at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, for the procurement of AUDITING SERVICES as hereinafter indicated. No proposals shall be received after the date and hour designated, nor may proposals be modified or withdrawn after this time. The contract, if awarded, shall be awarded to the Auditor who submits a response, which is deemed to provide for the highest quality of service at a fair and competitive price, which is most advantageous to the Board, price and other factors considered, for auditing services in connection with the Board's fiscal year July 1, 2020 through June 30, 2021.

All proposals will be publicly opened at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, on Thursday, June 24, 2021 at 10:00 AM (Prevailing Time). All interested persons are invited to be present for the opening and may, at that time, examine the proposals. All proposals will be tabulated and action on award of proposal may be taken by the Monroe Township Board of Education at their next public meeting.

Specifications may be obtained at the Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, or by calling 732 521 1500 weekdays between 8:00 AM and 4:00 PM, except holidays.

No proposals will be accepted that do not conform to the specifications. Proposals must be submitted on the forms provided, sealed in an envelope clearly marked on the outside as to the date due, contract being proposed, name and address of the respondent and delivered to the Monroe Township Board of Education's Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, not later than the date and hour designated in this advertisement.

No oral or other communications during the request for proposal process shall bind the Board except as shall be contained in a written Addendum which the Board may, in its sole discretion, issue in accordance with Applicable Law.

The procedures developed for the award of the contract constitute a "fair and open" process pursuant to N.J.S.A. 19:44A-20.7. Respondents are put on notice that they will be required to comply with the statutes of the State of New Jersey set forth below, as they may apply to individual proposals and any contract award made. The provisions of these statutes shall become part of any arrangement entered into between the Monroe Township Board of Education and a successful respondent and said provisions shall be deemed to have been set forth at length in the contract whether specifically set forth at length or not.

Respondents are required to comply with all applicable New Jersey law, including, without limitation, the affirmative action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.; the "Truth in Contracting" requirements of P.L. 1999, c. 440; the business registration certificate requirements of P.L. 2004, c. 57; and other statutes and regulations, all as and to the extent applicable and whether or not said laws and requirements are specifically referenced in the specifications.

It is the sole responsibility of the respondent to ensure timely receipt of its proposal by the Board at the place designated for opening of proposals. The Board assumes no responsibility whatsoever in connection with any defects arising out of the issuance of the specifications or its failure to receive proposals at the time and place required and those which may arise from delay for any reason in obtaining the specifications or in the submission of a proposal, including, but not limited to, delays or failures of receipt caused by traffic delay, errors by messengers, mis-labeling, mis-direction from any source including by the Board's personnel, mis-delivery by common carrier, or any other reason.

When it is in its best interest to do so and to the maximum extent of its discretion under applicable law, the Board may award the contract in whole or in part, select any combination of proposals and alternates, may waive any informalities, and may reject any or all proposals.

MONROE TOWNSHIP BOARD OF EDUCATION
MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.
Business Administrator/Board Secretary
Dated: May 24, 2021

(\$76.54)

0004743342-01